

**GOVERNMENT OF TELANGANA
ABSTRACT**

Animal Husbandry Department – Approval of Terms and Conditions of Tenders and Constitution of Technical and Financial Bid Committees to invite and finalize the Tenders through e-procurement for supply of Cattle Feed for the year 2014-15 – Orders - Issued .

ANIMAL HUSBANDRY, DAIRY DEVELOPMENT & FISHERIES (AH) DEPARTMENT

G.O.RT.No. 26.

Dated:26.8.2014.

Read :-

From the Director of Animal Husbandry, Telangana State, Hyderabad,
Lr.No.1267/D/D1/2014, Dated.26.07.2014.

ORDER :

In the circumstances reported by the Director of Animal Husbandry, Telangana, State, Hyderabad in reference read above, Government after careful examination hereby accord permission to DAH., Telangana State, Hyderabad to invite and finalize the Tenders for supply of Cattle Feed through e-procurement for the year 2014-15 with the guidance of following Technical and Financial Bid Committee duly following the Terms and Conditions of tenders appended to this order by following due procedure.

2. The Government also Constitute the following Technical and Financial Bid Committees to finalize the Tenders through e-procurement for supply of Cattle Feed for the year 2014-15 :-

1. Technical Bid Committee

1	Director of Animal Husbandry, Telangana, Hyderabad	Chairman
2	Representative from Dept. of Animal Nutrition, college of Veterinary Science, R' Nagar, Hyderabad.	Member
3	Representative from Industries Department, Govt., of Telangana, Hyderabad	Member
4	Two Joint Directors of Animal Husbandry Dept., Telangana State,	Members
5	Joint Director (AH) – DI, VBRI, Hyderabad	Member
6	Additional Director (AH)	Member – convener.

II. FINANCIAL BID COMMITTEE

1	Director of Animal Husbandry, Telangana State, Hyderabad	Chairman
2	Additional / Joint / Deputy Secretary to Government, AH, DD & F Dept., Govt of Telangana, Hyderabad	Member
3	Nominee from Finance department Telangana Secretariat, Hyderabad.	Member
4	Representative from Dept. of Animal Nutrition, College of Veterinary Science, R' Nagar, Hyderabad	Member
5	Joint Director of Animal Husbandry Dept., Telangana State	Member
6	Chief Accounts Officer, O/o Directorate of Animal Husbandry, Telangana State	Member
7	Additional Director (AH)	Member – convener.

(P.T.O)

3. The Director of Animal Husbandry, Telangana State, Hyderabad shall take necessary action accordingly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

**POONAM MALAKONDAIAH
PRINCIPAL SECRETARY TO GOVERNMENT (FAC)**

To

The Director of Animal Husbandry
Telangana State, Hyderabad (w.e).

Copy to:

All Members of Committee through DAH., Telangana State, Hyderabad.

The Industries Department, Telangana, Secretariat,

The Deputy Secretary to Govt., AHDD&F dept., Telangana Secretariat.

The Finance Department, Telangana Secretariat.

SC/SF

// FORWARDED :: BY : ORDER //

SECTION OFFICER

**ANNEXURE TO G.O.RT.No. 26. , ANIMAL HUSBANDRY, DAIRY DEVELOPMENT
& FISHERIES DEPARTMENT, DATED: 26.08.2014.**

TENDER TERMS & CONDITIONS FOR SUPPLY OF CATTLE FEED TO
ANIMAL HUSBANDRY DEPARTMENT, TELANGANA, FOR THE YEAR 2014-15

1.0 TENDERS:

- 1.1 Tenders are invited under ‘e’ procurement by the Director of Animal Husbandry, Government of Telangana, Hyderabad for Cattle Feed to supply to the farmers under various schemes and programmes in all the districts of Telangana for a period of one year from the DATE OF ACCEPTANCE OF THE TENDER.
- 1.2 The interested Tenderers can submit their tenders through e-procurement website in a secure mode using digital certificates (signing certificate – Single key pair) obtained from Telangana Technology Services Ltd., [APTS-Sub CA] in compliance to Chapter III of IT Act 2000. The details and procedures for obtaining digital certificates is given at www.eprocurement.gov.in or contact the helpdesk of the site or visit www.pts.gov.in

Andhra Pradesh Technology Services Limited
4th floor, B-Block, BRKR Bhavan
Tank bund Road
Hyderabad-500063
Phone: +91-40-23220305, 23221760, 23224289,23223865
Fax: +91-40-23228057.

- 1.3 Tenders are invited for supply of Cattle Feed as detailed below.

Code. No	Types of Cattle Feed	Animals to be covered	Unit Pack	Approximate requirement for entire state (in MTs)
CF-I.	Cattle Feed (specification s as mentioned in annexure-I) (1st call)	Milch animals and heifers	50 Kg. in HDPE Bag	3,000
CF-II.	Calf Feed (specification s as mentioned in annexure-I) (1 st call)	Female calves of inducted milch animals and female AI Calves	20 Kg. in HDPE Bag	14,000

- 1.4 The above mentioned quantities are approximate. The required quantity may be reduced or increased depending on the field requirement.
- 1.5 The specifications for Cattle Feed with Urea upto 1%, Calf feed without Urea, Packing and Labeling is appended as Annexure-I.

2.0 ELIGIBILITY TO PARTICIPATE IN TENDERS:

- 2.1 Feed Manufacturers in Public, Co-operative or Private sectors with a minimum of two (2) years of experience in Feed manufacturing.
- 2.2 Tenderer should have the capacity of supplying 600 MTs of Feed per month. The manufacturing capacity of the plant should be indicated duly giving “Mixer” and “Grinder” capacities per hour.
- 2.3 The Tenderer should have marketing experience of feed supply for last 2 years of 2012-13 and 2013-14 **OR** Purchase of feed ingredients for last 2 years of 2012-13 and 2013-14 by the firm to manufacture feed for own utility, which is not having feed marketing experience.
(In either cases, copies of invoices should be enclosed).
- 2.4 Certificate of Registration for feed manufacturing unit by competent authority/Industries Department. In case of Small Scale Industrial units, registration certificate to be issued by the Govt. of Telangana / National small scale Industries Development Corporation, New Delhi should be enclosed.
- 2.5 Certificate of permit issued by Excise Department for use of molasses should be enclosed.
- 2.6 Annual turnover certificate issued by the commercial tax department or any competent authority should be enclosed.
- 2.7 In case of cooperatives/Partnership firms, copies of by-laws should be enclosed.

3.0 SUBMISSION OF THE ONLINE FILLED-IN TENDER :

- 3.1 Tenders shall be submitted in two parts on ONLINE in the prescribed Proformae i.e., TECHNICAL BID AND FINANCIAL BID separately
- 3.2 Financial Bids of those Tenderers, who qualify in Technical Bid will only be considered for finalization of Rate Contract.
- 3.3 The Tenderer may please note that all the columns in the Technical Bid are to be filled in meticulously with documentary evidence, wherever necessary.
- 3.4 The required documents /enclosures shall be uploaded & attached along with Technical Bid only.
- 3.5 The Financial Bid shall consist of only the details of rates offered.

4.0 THE SCHEDULED DATES FOR OPENING OF TENDERS:

4.1		Opening of Technical Bids
		Opening of Financial Bids

- 4.2 The dates scheduled for RECEIPT and OPENING of tenders are fixed and will not be changed. However, the Director of Animal Husbandry, Telangana, Hyderabad reserves the right to postpone the last date of submission of bid, opening of Technical or financial bids in the event of any unforeseen reasons.

4.3 The Director of Animal Husbandry, Telangana, Hyderabad is “Not Responsible” for non- receipt of tenders online (Electronically uploaded/ attachment of relevant documents) or late receipt of tenders for any reason, whatsoever. All the documents uploaded /attached should be clearly visible and in A4 size paper. Tenderer should ensure that the document is scanned in A4 size & uploaded.

4.4 The tenderer should fill and sign the declarations and Check list.

5.0 DOCUMENTS TO BE ENCLOSED:

5.1 All the required documents are to be arranged in the serial order, (serial Numbers should be indicated on the right side top of the corner) then upload to the e-procurement web site i.e., www.eprocurement.gov.in

Sl. No.	CODE No.	NAME OF THE DOCUMENT
1.	F-I	Certificate of registration for feed manufacturing unit by the competent authority/ Registration Certificate in case of Small Scale Industrial Units, registered with Government of Telangana or/and National Small Scale Industries Development Corporation, New Delhi.(Clause 2.4 &7.3)
2.	F-II	Certificate of permit issued by Excise Department for use of Molasses (clause 2.5)
3.	F- III	Copies of invoices of feed Marketed/Sold for the last two years (i.e., 2012-13 and 2013-14). OR Copies of Invoices of purchase of feed ingredients by the Firm during the last two years i.e., 2012-13 and 2013-14,for those who are not having feed marketing experience but manufactures feed for their own utility.(Clause 2.3)
4.	F-IV	Earnest Money Deposit for Rs.5.00 Lakhs (Clause 7.1)
5	F-V	Income Tax returns for 2012-13 and 2013-14 Assessment years along with copy of PAN card (Clause 8.1)
6.	F-VI	An Undertaking by the tenderer stating that no dues are pending with Income Tax Department (Clause 8.1).
7.	F-VII	Annual turn over Certificate issued by Commercial Taxes Department or any competent authority. (Clause 2.6)
8.	F-VIII	Solvency Certificate (Clause 9.1)
9.	F-IX	Copies of By-laws in case of Co-operatives/ Partnerships (Clause 2.7)
10.	F-X	Declaration Form-I (Annexure-III)
11.	F- XI	Declaration Form-II (in terms of G.O. Ms. No. 352, Dt: 22-11-2000).(Annexure-IV)
12.	F-XII	Declaration -III stating about the capacity of supplying 600 MTS of feed per month. The manufacturing capacity of the plant should be indicated duly giving “Mixer” and “Grinder” capacities per hour.(Annexure-V)

- 5.2 The Tenderers are requested to submit the following physically on or before ----- by ----- PM.
- (a) Check slip of the documents uploaded(vide Annexure-II)
 - (b) Copies of all the documents which were uploaded

Note :Any required document, if failed to upload, the bid shall become invalid, even though the documents are produced in physical form.

- 5.3 The tender which do not contain necessary enclosures or incomplete in shape shall be rejected without any further notice.
- 5.4 All the enclosed documents shall be in English or Hindi or Telugu. If Any Document is produced in any Language Other than English or Hindi or Telugu, true translation copies of such documents in English Shall be enclosed duly attested by a Gazetted Officer. Failure to submit English translation of such documents shall make tender invalid. All Originals are to be presented at the time of scrutiny for verification.

6.0 TRANSACTION FEE:

- 6.1 All the participating Tenderers should pay a Transaction fee to the service provider(i.e.,to M/s Vayam Technologies) by using Credit card (Any MASTER/VISA Card) issued by any bank or through net banking accounts with ICICI, UTI or HDFC Banks as per G.O. Ms.No.13 IT&C Department Dated: 07.05.2006 with effect from 02.02.2007.

7.0 EARNEST MONEY DEPOSIT (E.M.D) :

- 7.1 Earnest Money Deposit of **Rs.5,00,000/-** (Rupees Five Lakhs Only) in the form of Crossed Demand Draft / Pay Orders drawn on any scheduled bank in favour of **“Director of Animal Husbandry,Telangana” Payable at Hyderabad**. The original demand draft should be handed over at the time of submission of hard copies of uploaded documents. This E.M.D. is refundable to the Tenderers after signing the agreement with the successful Tenderers.
- 7.2 Cheques, Call/Term/Fixed Deposits will not be accepted towards E.M.D.
- 7.3 However, the exemption of Earnest Money Deposit will be given to Small Scale Industrial Units, Registered with the Government of Telangana or/and the National Small Scale Industries Development Corporation, New Delhi. The firms have to produce relevant certificates from the competent authorities and which will be verified by the Technical Bid Committee.
- 7.4 Tender received without E.M.D., will be summarily rejected.

8.0 INCOME TAX STATEMENT:

- 8.1 Income tax payment details for the Assessment years of 2012-13 and 2013-14 along with PAN card duly attested by a Gazetted Officer has to be furnished. The Tenderer must also submit an undertaking that no dues are pending with Income Tax Department.

9.0 SOLVENCY CERTIFICATE:

- 9.1 Original Solvency Certificate obtained from an Officer not below the rank of Tahsildar / Mandal Development Officer or from any Scheduled Bank for an amount not less than Rs.10, 00,000/- (Rupees Ten Lakhs Only) should be attached. Bank documents or credit facility letters for said amounts are not valid. Enclosed Solvency Certificate shall not be older than (90) days on the date of opening of Tenders.

10.0 QUOTING OF RATES :

- 10.1 The Tenderer shall quote single rate for the entire state for each type of feed separately.
- 10.2 The rates quoted shall be in Indian Rupees and must be expressed in figures and in words as well. **The cost should be quoted per Kg of feed separately for Cattle feed, Calf feed.** The cost of feed is inclusive of actual cost of Feed, packing **(50Kg pack for cattle feed & 20 Kg pack for Calf feed)** transportation and other handling charges at F.O.R destination as given by the Indenting Officer.
- 10.3 The rates offered in the tender shall under no circumstances exceed the price at which the firm sells the feed of identical description to any other department or organization or person anywhere in the state for rate quoted. If such incidence of quoting higher rates to this department comes to the notice at any time during the course of Rate Contract, the Director of Animal Husbandry reserves the right to initiate an appropriate action against such firms including black listing them.
- 10.4 If the rates are quoted artificially at low, the Director of Animal Husbandry, Telangana reserves the right to cross-verify them and ignore them from consideration in order to prevent unethical trade practices.
- 10.5 The tendered items will be selected based on the lowest rates quoted by the firms in the Financial Bids. However, the Tender Committee reserves the right to select the products even with higher rates depending upon the popularity / market reputation / Quality of the feed basing on the field reports / feedback given by field Veterinarians, ignoring the lowest rates.
- 10.6 ***Keeping in view of large volume of Feed requirement, the Director of Animal Husbandry is at liberty to approve more than one firm for timely supplies.***
- 10.7 Once feed rates are accepted, the upward revision of rates will not be considered during the period of agreement.
- 10.8 During the period of agreement, if there is any reduction in the price, under any statutory provision or by Government order, the same reduction in prices shall be made applicable from the date of implementation of the

order. The Tenderer shall forthwith notify such reduction to the Director of Animal Husbandry, Telangana, Hyderabad as well as to Indenting Officers, failing which the contract is liable for cancellation and no further correspondence will be entertained in this regard.

- 10.9 Conditions such as “SUBJECT TO AVAILABILITY” “SUPPLIES WILL BE MADE AS AND WHEN SUPPLIES ARE RECEIVED” etc., will not be considered under any circumstances and the tenders of those who have given such conditions shall be treated incomplete and for that reason shall be summarily rejected and any failure in supplying the indented item will be taken as a willful refusal to supply the firm will be black listed for a period of three years.
- 10.10 No Company / Firm which has been blacklisted either by the Director of Animal Husbandry, Telangana Hyderabad or by any State Government or Central Government Organizations shall participate in the Tender during the period of Blacklisting. If any such firm participates and comes to the notice of Director of Animal Husbandry at a later stage, the firm will not only be debarred but also black listed permanently and their security deposit available with the Department will be forfeited and any business / transactions will be stopped with these firms forthwith.
- 10.11 No Insurance charges will be paid by the Department / Indenting Officer.
- 10.12 The indented Feed shall be delivered at the place indicated by the indenting Officer or Director of Animal Husbandry at the cost of supplier.

11.0 QUALITY TESTING:

- 11.1 ***Along with each consignment, the Firm has to submit ‘Quality Analysis Certificate and list of ingredients. If the firm fails to submit the above details, the consignment will be cancelled.***
- 11.2 The supplied Feed should be in confirmation with the specifications given in Annexure-I.
- 11.3 The feed shall be free from harmful constituents, metallic pieces and adulterants. The feed shall also be free from fungal growth, insect infestation; and from fermented, musty, rancid or any other objectionable odour.
- 11.4 The Indenting Officer shall arrange to submit Feed sample for each batch or lot to the FEED ANALYTICAL LABORATORY in VBRI, Shantinagar, Hyderabad or Any other Lab approved by the Director of Animal Husbandry, Hyderabad for “Proximate Analysis” to ascertain the quality of feed.
- 11.5 The supplier has to pay the charges for the quality analysis test/(s).

12.0 PENALTIES:

12.1 The feed sample should be in confirmation with the specifications. If the deviation in feed sample is found less or more than the below mentioned limits, the total feed will be rejected and the supplier has to take back the entire consignment on his own cost. The purchases would be made from other Suppliers. In any case, if the feed is utilized, no payment shall be effected for the utilized feed. If the payment has already been made, the cost of such Feed will be recovered from the Tenderer.

S. No	Characteristic	Specifications of the feed for 100 Kg quantity	Limits for rejection of feed (for 100 Kg)
1	Crude Protein	20 Kg for Cattle Feed	Less than 19 Kg
		22 kg for Calf feed	Less than 21 Kg
2	Moisture	11 Kg	More than 12 Kg
3	Acid Insoluble Ash	5 Kg for Cattle Feed & Calf Feed	More than 5.5 Kg Cattle Feed & Calf Feed

In case of controversy, the sample will be sent to referral labs for confirmation.

12.2 **If a firm fails quality test for the second time in any of the cases, the firm will be blacklisted for a period of 2 years.**

12.3 In the event of the approved Tenderer failing to supply the feed under this rate contract within the period prescribed for delivery or requesting for deletion of approved and accepted items by the Tenderer, the Animal Husbandry Department shall have right to resort to local purchase and the extra expenditure involved while doing so by the department will be recovered from the Security Deposit in whole or part and if the Security Deposit fall short, the balance of extra amount will be recovered from any amount payable to the Tenderer, by any officer of Animal Husbandry Department with legal charges, if any, under Revenue Recovery Act.

12.4 In all the above conditions, the decision of the Director of Animal Husbandry, Telangana Hyderabad shall be final and binding.

13.0 PLACING OF INDENTS:

13.1 Director (A.H) / Joint Director(AH) or Farm I/c. Officers of the district concerned shall be the Indenting Officer

14.0 SECURITY DEPOSIT:

14.1 The Security deposit shall be 0.5% of the approved value of the total feed with a Cap of Rs.10,00,000/- and it shall be in the form of **Fixed Deposit** from any Nationalized Bank pledged in the name of Director of Animal Husbandry,Telangana.

14.2 The EMD of successful tenderer will not be converted into security deposit.

15.0 AGREEMENT:

- 15.1 The successful Tenderer/s shall execute an agreement on Rs.100/- (Rupees Hundred Only) Non-Judicial stamp Paper in the prescribed form which will be supplied along with list of items tentatively approved. This is to be typed separately on one side of stamp paper duly attesting each page.
- 15.2 In the event of failure to execute agreement in prescribed form and to deposit the security deposit by the successful Tenderer within prescribed time, the EMD of such Tenderer will be forfeited and such defaulter will forego the right to participate in future tenders.
- 15.3 If any Tenderer starts supplies without execution of agreement, Security deposit or clear release orders, the department shall reserve the right to take action on such firm.

16.0 SUPPLY CONDITIONS:

- 16.1 The indented feed should be supplied within (15) days from the date of placing of indent, failing which the order shall be deemed as cancelled and action will be initiated against approved supplier which includes forfeit of Security Deposit and black listing the Firm. The purchases would be made from other approved suppliers for the same approved rate for that type of feed.
- 16.2 The Indenting Officers are entitled to reject the Feed if it is not of the stipulated quality, weight, packing or delivered without Invoice (In Triplicate).
- 16.3 ***A minimum of 10 MTs /17 MTs of Cattle Feed has to be indented with 5 to 8 un loading points@ 2 MTs of feed at one unloading point at the destination of veterinary institutions.***

17.0 PAYMENT PROCEDURE:

- 17.1 No advance payment will be made for supply of feed.
- 17.2 The Payment for feed delivered will be made by the indenting Officer i.e. Joint Director of Animal Husbandry of the district concerned.
- 17.3 The approved Crude Protein values in Cattle feed is 20% and for Calf Feed is 22% .The payment towards cost of feed is done basing on the protein value percentage. The payment will be done on ***prorata basis*** from 20% to 19% of crude protein in case of Cattle Feed and from 22% to 21% of crude protein in case of Calf feed.
- 17.4 ***The payment towards cost of feed will be effected initially 80% by the Indenting Officer after obtaining administrative sanction from Head Office and balance of 20% will be made after receiving feed analysis Report.***

18.0 PERIOD OF AGREEMENT:

- 18.1 The agreement will be in force for a period of one year from the date of acceptance of tender.

19.0 GENERAL:

- 19.1 Participating Tenderer should carefully go through the aforesaid conditions governing the contract before submission of tender.

- 19.2 If any Tenderer withdraws his tender for any item after opening of tender on any plea or offers to modify any rate by himself, the request of such Tenderer will not be considered under any circumstances and EMD of such Tenderer shall be forfeited besides debarring such firm from participating in the future Tenders of this department for a minimum period of two (2) years.
- 19.3 In case the supplies delivered by the firm are not of stipulated quality / quantity or delivered without correct invoice, the Director of Animal Husbandry Telangana Hyderabad or any officer authorized by him shall have the power to reject any such supplies (Unless the firm replaces the same with quality Feed at their own cost) besides taking suitable action against erring suppliers.
- 19.4 Any shortage as per invoice during the transit will have to be replaced by the supplier free of charges; Otherwise payment will not be effected to such consignment. ***The indenting Officer will arrange to check the weight of feed supplied by the firm for each consignment.***
- 19.5 The bills in triplicate towards the cost of feed supplied by the approved tenderer are to be sent to the Indenting Officer. The Indenting Officers and Director of Animal Husbandry, Telangana, Hyderabad reserves the right to deduct suitable amount by way of penalty for any specific fault. Photo Copies (attested) of the bills shall not be entertained by the Indenting Officers.
- 19.6 The Director of Animal Husbandry does not bind himself to accept the lowest tender and reserves the right to reject any one or all tenders or accept any one or more tenders at the same time without assigning any reason thereof and no further correspondence will be entertained on this.
- 19.7 In case only one tender is received the discretion of the Director of Animal Husbandry to accept or reject the tender is final.
- 19.8 Tenders with extra condition if any of the Tenderer will be summarily rejected.
- 19.9 The Tender committee reserves the right to negotiate with any or all the Tenderers.
- 19.10 All legal Complications or suits, if any, sought on these transactions shall be limited to any competent court of law within Hyderabad Jurisdiction only.
- 19.11 Only those agreeing with above conditions shall submit their tenders.

20.0 SAVING CLAUSE :

- 20.1 NO SUIT, PROSECUTION OR ANY LEGAL PROCEEDINGS SHALL LIE AGAINST ANIMAL HUSBANDRY DEPARTMENT, Telangana, HYDERABAD OR ANY PERSON FOR ANY THING WHICH IS DONE IN GOOD FAITH OR INTENDED TO BE DONE IN PURSUANCE OF TENDER.

POONAM MALAKONDAIAH
PRINCIPAL SECRETARY TO GOVERNMENT (FAC)

